

**CODE ENFORCEMENT OFFICE**

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To: Burlington Board of Health
From: Bill Ward/Town Health Officer
Date: July 25, 2019
Subject: Support for Deputy Health Officer Ita Meno

Requested Board Action:

Vote to support re-appointment of Code Enforcement Inspector Ita Meno as a Deputy Town Health Officer.

Background of Town Health Officer process

Vermont Town Health Officers and Deputy Health Officers are appointed by the Vermont Commissioner of Health for a 3-year term. The appointment process for a Town Health officer requires the signature of approval from the Chair of the Town Select Board or City Council President in Burlington's case. The appointment process of Deputy Health officers requires the signature of approval from the Chair of the Local Board of Health. Burlington is currently served by the Code Enforcement staff that is appointed to the following positions:

- William Ward – Town Health Officer
- Patricia Wehman- Deputy Health Officer
- Timothy Ahonen- Deputy Health Officer
- Sybil Thomas – Deputy Health Officer
- Matthey Perry – Deputy Health Officer
- **Ita Meno – Deputy Health Officer**
- Kim Ianelli – Deputy Health Officer
- Ted Miles – Deputy Health Officer
- Steven Cormier – Deputy Health Officer

Relevant Vermont statute

Title 18 Chapter 11 Section 601 - Local health officials

(a) The commissioner shall appoint, upon recommendation of the selectmen, a local health officer for each town or city and the commissioner shall give such officer a certificate of appointment. The commissioner may appoint one or more deputy local health officers for a town or city upon written request of the local board of health. In case the selectmen neglect or refuse to recommend to the commissioner a local health officer, the commissioner after thirty days' notice in writing to the selectmen shall appoint a local health officer.

Deputy Health Officer Ita Meno

Ita Meno has been an employee of the City of Burlington since February 2004 and has worked for the as a Code Enforcement Inspector since March 5, 2009. Her current term as a Deputy Health Officer expires on July 31, 2019.

Inspector Meno is an extremely valuable member of our staff. She has extensive knowledge and experience in dealing with violations of the Housing Standards. Some of her most valuable skills are her ability to dealing with difficult situations and creative problem solving when unusual circumstances occur. Inspector Meno uses excellent judgement in dealing both with violations and resolving issues that do not rise to the level of a housing code violation. I strongly support the reappointment off Deputy Health Officer Ita Meno for another 3-year term.